

NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

FACULTY SENATE MEETING
Tuesday, February 4, 2014
Workman 101 4:00 p.m.

MINUTES

1. Call to order

Having reached a quorum the chair called the meeting to order at 4:03 pm.

2a. Approval of the minutes of December 3rd, 2013

A motion to approve the minutes was made by Brian Borchers and seconded by Lisa Beinhoff. With one abstention and 64-recorded ayes, the minutes were approved.

2b. Approval of the Agenda

By unanimous consent, the chair stated the agenda was approved.

3. Announcements

a. Career Fair- Lillian Armijo

Career fair is this Thursday, and Career Day at Socorro High School is on Feb 11, 9-11am. To participate contact Lillian Armijo.

b. Academic Affairs- Mary Dezember

Curricular revisions will be after first council of chairs meeting in order to facilitate increased transparency and discussion.

Addressing the senate as the Interim Vice President, Dr. Dezember cited Pay scale.com ranking of NMT as 4th in region for salary potential and 11th among state universities nationally. Among a post-graduate survey conducted by NMT, 72% who responded are employed or entering grad school, with a \$55k salary average.

These statistics point to the outcomes that can be achieved by our faculty and staff working for our students. This can be described as Synergy. In order to promote synergy among administration and faculty:

See me for requests and ideas that need discussion with and approval by Academic Affairs. Many things require money to implement, so depending on the topic, Shari will be in some of those initial meetings. Decisions will be made based on considerations of data, ideas, research, planning and other verifiable information.

Dr. Dezember will maintain an open door policy, and Jacoby Boles's last day is Friday. Moving to Registrar's office. Hengameh Stanfield will be subsequently leaving NMT as well. Hengameh's Advice to the faculty submitting proposals is to: 1. Make your deadline ahead of the actual time given by the funding agency. 2. Do your budget and routing sheet first. Then the proposal writer can follow with the scientific documentation, after getting the procedural documents routed.

An Emergency hire will be coming soon to replace Jacoby and Hengameh. Please use the vpaa@admin.nmt.edu address.

A Campus community review process is underway, and it is being considered to have a suggestion box (electronic) as well. The Council of Chairs will be serving as an advisory council to the VPAA.

Dr. Dezember is writing the assurance argument, and wants to recognize that NMT is truly impressive and so are the faculty and the information you provide is valuable.

NMHEAR conference is coming up; all student learning committee members can attend with funding provided by a professional development fund. A solid first draft of Accreditation document will be available within 2 weeks. The Quality initiative report is has also been completed.

SRS reminder: Registration is now open.
PARs and DARs are due soon.

There is also an Integrated Planning Content Management System being created to provide a clearinghouse for information to be used in decision-making.

Part-time instructor Pay Schedule

The part-time instructor pay schedule is a necessity and this is a work in progress, this draft will be taken under consideration. Please speak with the Budget committee to direct any suggestions and solutions to Academic Affairs.

Ken Minschwaner made a comment that hiring a replacement for Hengameh will need to be a priority and as chair of the budget committee, he stated that this pay schedule was not a “draft” that was circulated.

c. Strategic Planning- *Lorie Liebrock*

The executive update was provided as a handout, and these will be provided on a regular basis. Discussion is welcome, but the meetings will not share “who said what” to allow for a more open and candid sharing of information by participants. Draft documents are in progress. The strategic planning website is: Nmt.com/spc-home. Linked forums will happen soon from that site. Discussion will focus on the vision of NMT, and moving forward while not losing what we have and the ways that we can move forward.

A clarification was made that just because something is posted, that doesn't mean the discussion is over. December 2014 is the goal for a completed Strategic Plan.

With the Tech 125th celebration coming up- 1. Research and scholarship project- if you have things that you want to highlight, please share with the student worker on this project. Send these items to graduate@nmt.edu. 2. 49ers will be a huge celebration including department alumni parties, and a couple competitions- a de-

partment research poster competition, with alumni vote on which one will win. Advancement and Auxiliary Services are willing to come up with funding for those awards for the students. Awards potential exists for departments who get the most participation among faculty, alumni and students.

Dr. Liebrock asked if the faculty want to do these events? 1. Department party for your alumni, vote on poster for that student as a way to get alumni and current students engaged. 2. Auxiliary and advancement would provide funding for the awards for the research and the departmental award for involvement.

General announcements from advancement will come from their office and your department would be in charge of getting the alumni to participate. Advancement will provide contact information that they have to help facilitate this contact.

Suggestions are welcomed on how and where and when these events could happen. Maybe one big campus reception with department doing their own competitions? About half of the membership raised their hands in support of moving forward with this planning process.

b. VPAA search- *Andrew Sung*

This item was moved forward on the agenda to accommodate those leaving early.

Anwar Hossain spoke on behalf of Andrew Sung who lost his voice due to a cold.

The search committee is made up of Jeff Altig, Sue Bilek, Bill Chavez, Anwar Hossain, Andrew Sung, Nouraddine Benalil, Julie Ford, Sara Grijalva, Melissa Jaramillo-Fleming, John Meason, Van Romero, Joann Salome, and Leyla Sedillo. This committee has met 3 times thus far and the upcoming schedule focuses on the candidates being shortlisted based on metrics, with higher weights on some of the items. The Next meeting of the committee will rank the candidates based on the metrics. Then come up with a shortlist to proceed with. Each member will evaluate candidates, then discuss at the next meeting.

Questions were asked on how the position was advertised and how many were outside candidates. The position was advertised in the Chronicle with full consideration by end of February, at that there have been at least 20 applicants both internal and external.

Target dates: the President wants a recommendation ASAP and July 1st is the target for a decision.

It was asked how many will be on the shortlist, and it was answered that 5 names will be given to the President. There will interviews and open forums for these candidates, and that up to 5 will be interviewed. It was asked when/if candidate records would be revealed and that the precedent searches had the interviewees CVs were available in the Library. The comment was made that when the public forum happens there is a moral responsibility to have faculty say when they felt they are being overly restrained.

d. Faculty Senate Charter- Richard Sonnenfeld

(Deferred to save time)

4. Committee Reports

a. Student Learning Committee- Sally Pias

Purpose: Contribute to the institution's evaluation of student learning according to the NMT Mission and Institute-Wide Student Learning Outcomes (attached) and to foster a culture of student learning at New Mexico Tech.

Role: On behalf of the Faculty Senate of New Mexico Tech, contribute to faculty involvement in evaluation of student learning and the internal review of academic and co-curricular reporting.

Responsibilities:

- Review any proposed changes to the institution's student learning objectives as they arise.
- Contribute to the review of department evaluations of student learning according to the departments' missions and student learning outcomes for their Undergraduate major programs, Graduate programs and General Education Core courses.
- Report evidence of support of the NMT Mission and Institute-Wide Student Learning Outcomes and departmental Missions and Student Learning Outcomes, best-practices for assessment and suggestions for improvement found in the evaluations above to Academic Affairs and the departments annually.
- Participate in the Institutional Student Learning Team.
- Report findings to the Faculty Senate as requested.

Member list of Student Learning Committee, 2014-2015.
Lynda Ballou, Annette LaRussa, Sally Pias, Steve Schaffer, Hamdy Soliman,
Dave Westpfahl Ex-Oficio members
Vice President of Academic Affairs, SES Project Director, Registrar, Director of
Admissions, Student Representative.

A Motion to accept the committee mission and membership was made by Sally Pias and was unanimously approved.

b. Student Retention- *Brian Borchers*

Retention committee description provided.

Retention Committee (2-year term, with a 2/3 rotation):

Ex-Officio Members: Associate Vice President for Academic Affairs, the Director of the Office for Student Learning, the Director of Admission, the Registrar (who is also the Higher Ed Coordinator), the Associate Dean for Student Success, the Director of the Office of Counseling and Disabilities Services, and a Student Representative.

The Retention Committee investigates the localized phenomena that contribute to student retention, persistence, and completion (e.g., graduation rates.)

Motion to accept the statement of purpose and membership by Brian Borchers.

Discussion followed stating that this is for Undergraduates only, implicitly defined and that Admissions will be considered. Committee interaction with ASAC when appropriate is assumed.

Unanimously approved.

c. ADA- *Dave Westpfahl*

Reported at the beginning of the year that the door actuators being turned off, this has stopped. By acclamation, Dr. Westpfahl was given an informal award for the most succinct committee report of all time.

5. Old Business

a. Approval of the minutes of the November 5th 2013 meeting

**Motion to approve by Brian Borchers and seconded by John Wilson
Minutes were unanimously approved.**

6. New Business

**a. Proposed Salary Schedule for Non-Tenured and Summer Faculty
-Budget Committee**

Budget and research committee met in Mid-December and over the break, to address the proposed change to the part-time salary issue. Gathered supporting documentation in response, and a resolution was drafted. Then the President with-

drew the proposed change, to have the budget committee- or other representatives, work with Shari on the concerns.

Mary Dezember spoke saying that the people who are working already would be grandfathered in and not have their pay cut regardless of new salary schedule adopted.

Issue with the schedule that is addressed in the resolution: when and how the schedule was presented. I.e.: at the end-of-semester, when there was not time to respond.

Mary Dezember addressed this by saying that business is being conducted differently now; there will be time for discussion.

It was suggested a document be produced as to what the objective of the new pay schedule is seeking to address.

Dr. Dezember again stated that the Council of Chairs meetings would be much more discussion oriented, so that when things are in the works they will be brought forward at that point. Discussion is going to be more inclusive under current Academic Affairs leadership.

c. Graduate Council- *Lorie Liebrock*

Mechanical Engineering Catalog course change was presented and unanimously approved.

Engineering Management course change was unanimously approved.

Course numbering changes in MEM 572 was unanimously approved.

A note was made that Engineering Math classes numbered 572 needs to be changed through the catalog

Chemical engineering changes were unanimously approved with one abstention.

The number of years to use GRE scores was voted on and the decision was to continue to use them for 5 years.

The motion to accept the recommendation for 5 years was unanimously approved.

-Faculty Senate Charter –moved from earlier.

The existing charter reads:

The Faculty Senate of the New Mexico Institute of Mining and Technology exists to set policy relating to academic matters, including admissions, academic standards, curricula and graduation requirements for both the undergraduate and graduate programs, and to recommend the conferral of earned degrees to the

President. An additional role of the Faculty Senate is to promote communication among teaching faculty, researchers, and administrators.

This is posted in the Standing Rules on the Academic Affairs website.

The chair asked for informal feedback on whether the charter should be modified to include specifically the creation or deletion of academic programs. One comment was to add “but not limited to” after the word “including”. Overall feedback was that responsibility for creation/deletion of program was implied already under “academic matters” and that NO CHANGE was needed.

“Policy on Policies” document

Discussion continued that the “policy for policy creation” document was perhaps this was developed in response to the 2004 re-accreditation visit. Per Dr. DeZem-ber, this year it was decided to add dissemination and campus review period to in-crease transparency of policy creation. It was clarified that ALL Tech policies will go on the policy page. It was suggested that as part of orientation of new hires one should direct faculty, student and employees to the policy and procedure webpage. The Board of Regents has not approved the “policy policy” as it is still in the campus review period.

7. Adjournment.

By unanimous consent the faculty senate adjourned at 5:17